

4 February 1974

Harold:

Attached are those Letters of Instruction which should be signed by you. There are still three lacking, i.e., and I will get those in soonest.

STAT

There is no standard format for LOI's and, accordingly, it is a judgment call if they appear to be sufficient for the purpose. I have segregated the LOI's into three groups:

1. Acceptable -

ADD/M&S, OP, OS, OL, and OF (although it is very general); also ISAS.

2. Not Acceptable for reasons stated -

OMS - The three specific matters mentioned, i.e., 3.a., b., and c., are all somewhat controversial and you may wish to think about them.

OJCS - I believe they should add an MAP responsibility statement and then the letter would be acceptable.

OC - Just too general.

OTR - It reads like a job description with everything in it except the kitchen sink.

3. The third grouping is a single one and it is Walt Elder's. You may or may not have had some conversation with Walt, but I'll be darn if I really know what he is talking about.

Is Jack B
John F. Blake

Atts